

## VSH Governing Body Meeting Minutes

July 19, 2006

<b>Type of meeting:</b>	Oversight
<b>Facilitator:</b>	Paul Blake
<b>Note taker:</b>	Cheryl Goodwin-Abare
<b>Governing Body Members:</b>	Steve Gold; Paul Blake; Terry Rowe; Dr. Simpatico; Bill McMains; Dawn Philbert (designee for Sharon Moffitt)
<b>Attendees:</b>	Scott Perry; Pam Fadness; Kristin Chandler Public: Michael Sabourin; Anne Donahue; Sandy Snyder; Jean New

**AGENDA TOPICS:** Approval of Minutes from 6/21/06 and 7/6/06, Executive Director's Report, Medical Director's Report, Other Business.

**Discussed:** Minutes of the June 21, 2006 Governing Body Meeting were reviewed for approval and also Minutes of the July 6, 2006 Governing Body Meeting were reviewed.

**Conclusion:** Minutes Approved

**Action:** Steve Gold made a motion to accept the minutes of the June 21, 2006 meeting. Bill McMains seconded the motion; all in favor.  
Minutes approved for 6/21/06.  
Steve Gold made a motion to accept the minutes of the July 6, 2006 meeting. Bill McMains seconded the motion; all in favor.  
Minutes approved for 7/6/06.

**Person Responsible:** N/A

**Due Date:** N/A

**Discussed:** Executive Director's Report (Terry Rowe)

Terry handed out the Injury Reports, Variance Reports and Patient Grievances for the month of June, 2006.

**Patient Injury:** During June 2006, seven patient injuries were submitted. All injuries were considered to be minor and all patients received an appropriate response from clinical staff. No patterns or trends that were of concern were identified during the review of patient injury.

**Employee Injury:** During June 2006, 18 reports of employee injuries were submitted. All injuries were considered to be minor. Over time, it appears that patient-related injuries comprise the majority of injuries to employees at VSH. To better understand this pattern and reduce the risk of injury to our employees, we are initiating a higher level of observation, categorization, and analysis of the date on patient-related employee injuries. We have initiated a close collaborative improvement project/working relationship with the Loss Prevention Section of the Department of Buildings and General Services. The improvement project consists of two Work Groups – one focused on Workplace safety, and the other on Workers' Compensation and return to work following injury. The Work Groups have begun systematic examinations of multiple aspects of workplace safety and employee injury, and the members expect that these examinations will give rise to a number of refinements and improvements, resulting in a safer working environment, and in more effective management of the continuum of activities that begins with an employee injury, and proceeds either to recovery or to an altered ability to function.

**Variance Reports:** During June 2006, 16 Variance Reports were filed. These consisted of problem with locking mechanisms of unit entrances, salleports, and patient rooms; potential safety hazards identified; plumbing problems causing inconvenience; problem with computer system; inappropriate behavior by employee; and inappropriate behavior by patient.

**Patient Grievances:** During June 2006, six Patient Grievances were submitted. All were investigated. These consisted of environmental condition (noise) causing distress; dissatisfaction about the way several staff members had communicated with the writer – four separate grievances; and disrespectful comment about religious group.

**There was discussion about the need for an Information System's manager to coordinate the multiple facets and functions of VSH's upgrades, new software applications, and on-going maintenance. A pharmacy software program would address the fundamental requirements contained in the Department of Justice and the State of Vermont Settlement Agreement.**

**Conclusion: Terry will follow-up on issues stated above.**

**Action: Terry will continue to work on issues addressed.**

**Person Responsible: Terry Rowe**

**Due Date: August, 2006**

**Discussed: Medical Director's Report (Dr. Simpatico)**

**Update on Physician situation: Dr. Jay Batra – All credentialing approved and will start full-time around October 23, 2006.**

**Dr. John Malloy – Full-time beginning in October, 2006.**

**Dr. Sharon Satterfield – Will be transitioning from a Locum Tenen to a full-time psychiatrist in the near future.**

**When these physicians start in the fall we will no longer be using Locum Tenens. Currently, we have after hours coverage for two months now. Dr. Simpatico's goal is to have an on-call coverage schedule known at the beginning of each year.**

**Dr. Simpatico handed out the Mental Health Court Project – Three Grand Rounds took place for the Public Psychiatry Track of the UVM College of Medicine, Department of Psychiatry. All three focused on mental health courts:**

**Carol Fisler, JD, Director Mental Health Court Programs, Center for Court innovation, New York City – provided an overview of the key principles underlying mental health courts and explored policy issues. Ms. Fisler was instrumental in planning and implementing the Brooklyn Mental Health Court, the first court for offenders with mental health illness in New York State.**

**Dr. Ryan Pierson presented an overview of the Chittenden County Mental Health Court, Vermont's only mental health court. He discussed the experience of the court thus far and presented the initial data.**

**Carl Alaimo, the Director of Mental Health Services at the Cook County Jail. Dr. Alaimo discussed important considerations in providing mental health services for a large incarcerated population. He discussed the development of a successful jail linkage program connecting the Cook County jail and the 80 Community Mental Health centers serving metro Chicago, as well as the felony mental health court that evolved from that project.**

**Dr. Simpatico said they pulled the information together and submitted the grant proposal.**

**Restraints/Seclusions/Involuntary Procedures: TS stated that the Emergency Involuntary Procedures Reduction Program is continuing to evolve, and he had conversations with Linda Corey to invite more robust participation from the Vermont Psychiatric Survivors. Linda Corey is interested in have greater collaboration. They have agreed to look for opportunities to build in strategies from the recent SAMHSA cd on plans for seclusion and restraint free mental health services.**

**Treatment Planning – Beta testing in near future.**

**Joanna Kinneman – will be working with John Helzer on substance abuse research beginning October and ending in December. She will come here while her license is activated. She will help us to research protocols and looking at different strategies.**

**The Psychology Department manages the Life Skills Department and is overseeing the use of the UCLA Modules which are in the process.**

**Conclusion: Dr. Simpatico will follow-up on issues stated above.**

**Action: Dr. Simpatico will keep everyone updated.**

**Person Responsible: Dr. Simpatico**

**Due Date: August, 2006**

**Discussed: Other Business**

**Doctor Credentialing: David Gellman, MD - will be here as a Psychiatric Resident from July 23<sup>rd</sup> – August 22<sup>nd</sup>.**

**Lesley Fishelman, MD – Locum Tenen whom we may or may not use but we are presenting her in case we do. She is licensed with good credentials. She has worked as a Locum Tenen for three years.**

**Margaret Bolton, MD – Forensic evaluations – she just did a forensic fellowship and will be available around October.**

**It was brought up that Fletcher Allen already does credentialing on these doctors and could we rely on the credentialing done at FAHC. It was determined that CMS regulations require VSH to have its own credentialing process..**

**Conclusions: Steve Gold approved and Dawn Philburt seconded. All in favor**

**Action: N/A**

**Person responsible: N/A**

**Due Date: N/A**

**Discussed: Other Business**

**Governing Body Membership Update: We have two openings. Five people are interested in being members of the Governing Body and there are three applications that were sent in.**

**Staff Celebration – VSEA put on a picnic. They are very supportive of VSH staff. This was available to all shifts. VSH was not made aware that politicians were coming and that the media was also invited by VSEA. It was made clear to VSEA that if politicians and the media are coming Terry Rowe needs to be contacted. In addition, the Department of Buildings and General Services must be notified and give approval for any events on state property**

**Dr. McMains would like the Quality Assurance Committee to have a regular report – what are the issues and what are they finding.**

**Conclusions: N/A**

**Action: N/A**

**Person responsible: N/A**

**Public Comment:**

**Due D**

**Concerns about very high pollen content, atrocity and very foggy. Moisture holding the elements very close to the ground this year.**

**Concerns regarding credentialing issue – discussion followed.**

**Concerns regarding Quality follow-up.**

**Concerns regarding list of Governing Body Members – this will be sent to this person.**

**Concerns regarding Mental Health Board status of two policy issues.**

**Concerns regarding Various polices.**

**Concerns regarding rehabilitation work.**

**Concerns regarding outdoor access.**

**Concerns regarding medical guardianship program and smoking sensation and initiative.**

**Concerns regarding furniture in rooms.**

**Discussion followed on these issues.**

**Meeting Adjourned at 3:40 p.m.**